

C O R R E S P O N D E N C E   C O U R S E S

Correspondence courses are conducted by the Extension Division for the organizations listed below. A variety of subjects is available; each organization enrols students in a course consisting of the subjects appropriate to its requirements, and grants recognition for successful completion.

Course fees are between \$100 and \$150 per year. Most of the courses run from October through March. Annual examinations are held in centres throughout Canada and abroad during the first half of May.

To enrol or to obtain detailed information on any course, please write to the appropriate sponsoring organization:

Association of Administrative Assistants.....	c/o Miss M. Martin, (3 year course)	155 College St., Toronto 2B
Association of Professional Engineers (*) .....	236 Avenue Road, Toronto 5	
Canadian Credit Institute .....	6 Crescent Road, Toronto 5 (3 year course)	
Canadian Institute of Realtors .....	20 Eglinton Ave. E., Toronto 12 (3 year course)	
Canadian Institute of Traffic & Transportation .....	20 Bloor St. W., Toronto 5 (3 year course)	
Chartered Institute of Secretaries .....	119 Adelaide St. W., Toronto 1 (4 year course)	
Chemical Institute of Canada (*) .....	151 Slater St., Ottawa 4, Ont.	
International Association of Personnel in Employment Security ....	(4 year course)	c/o Miss E.L. Hartwell, 130 George St., Oakville, Ont.
Ontario Association of School Business Officials ....	(3 year course)	c/o R.J. McIntosh, East York Board of Education, 670 Cosburn Avenue, Toronto 6

The following subjects are currently available. (\*)Single subjects are offered to members of the Association of Professional Engineers and the Chemical Institute of Canada, and to graduate members of some of the other sponsoring organizations:

English Composition, English Literature, Business Organization, Psychology, Social Psychology, Human Relations, Introductory Economics, Economics of Transportation, International Economics, Managerial Economics, Economic Geography, Real Property Value, Real Property Analysis and Cases in Real Property Analysis, Labour Economics, Political Science, Commercial Law, Transportation Law, Company Law, Quebec Civil Code, School Legislation, History and Philosophy of Education, Accounting, School Finance and Accounting, Marketing, Business Statistics, Modern Political Ideas, Canada, Theory of Elasticity, Vibration Analysis, Computer Programming, Numerical Analysis, Linear Programming, Operations Research Methods, Mathematics II, Mathematics III, Mathematics IV, Probability and Statistics, Management Science, Applied Chemical Thermodynamics, and Momentum, Heat and Mass Transfer.

